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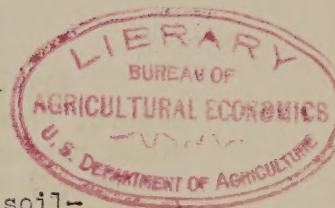
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UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
WASHINGTON, D. C.

1940 AGRICULTURAL CONSERVATION PROGRAM
NORTH CENTRAL REGION

INSTRUCTIONS TO COUNTY COMMITTEES FOR LISTING
STATISTICAL DATA ON STATISTICAL LISTING SHEETS,
FORM NCR-438



Data relating to crop acreages, farm allotments, and soil-building practices for farms participating in the 1940 Agricultural Conservation Program will be listed on form NCR-438 in the county office. The data which will be entered on form NCR-438 will be taken from farm reports, forms NCR-417, and for counties in Nebraska and South Dakota in which restoration land is designated, from forms NCR-417a.

The county committee shall designate one or more special clerks or otherwise arrange to tabulate data on forms NCR-438, concurrently with the completion of the farm reports in the county office. As soon as farm reports are completed, they should immediately be made available to the clerk designated to list statistical data on forms NCR-438. Farm reports shall not be considered complete for farms where a second check of performance is necessary.

The clerks will sort forms NCR-417 by townships. Since the data from each farm report will be tabulated immediately after the report is completed, it will not be necessary to attempt to list such forms in numerical sequence according to farm numbers.

Columns (15), (16), and (17) of form NCR-438 are for the purpose of tabulating the acreage of crops not otherwise included in columns (5) to (14), inclusive. The State committee will supply county committees with instructions for tabulating data in these columns.

In tabulating data in columns (5) to (8), inclusive, and column (14) of form NCR-438, encircle the acreage of corn, wheat classified, tobacco, potatoes, cotton, and commercial vegetables for any farm upon which an acreage of the foregoing crops was grown but for which a zero allotment or no allotment was determined, or in the case of corn and wheat, if non-allotment options were elected.

In the space at the bottom of form NCR-438 enter the State and county names, the township name and code number, and the township sheet number. The county clerk who tabulates the data on each sheet will sign the sheet in the lower left-hand corner.

SECTION I. Farm Identification, 1940 Crop
Acreages and 1940 Allotments

All entries under this Section will be obtained from the farm report, form NCR-417, and in Nebraska and South Dakota, in counties in which restoration land is designated, forms NCR-417a. The entries in column (2) will be listed in whole acres. All other entries under this Section will be listed in tenths of acres. The acreage of crops tabulated under this Section will be obtained from farm reports in the Sections, items, and columns specified in the detailed instructions and will be entered in designated columns of form NCR-438.

- Column 1. Enter the farm number. It will not be necessary to enter the minor civil division code number.
- Column 2. Enter the acres in the farm from Section II, item (2).
- Column 3. Enter the acres of cropland from Section IV, item (11), column (h).
- Column 4. Enter the acres in noncrop open pasture land from Section III, column (c).
- Column 5. Enter the acreage of corn from Section IV, item (1), column (h). If the initials W.A. appear in column (a) or a zero or no entry is shown in column (i), encircle the acreage of corn for the farm.
- Column 6. Enter the acreage of wheat classified from Section IV, item (2), column (h). If the initials W.A. appear in item (2) or if there is a zero or no entry in column (i), encircle the acreage in column (6).
- Column 7. Enter the tobacco acreage from Section IV, item (3), column (h). Designate the type of tobacco in the box heading of the column. If a zero or no entry is shown in item (3), column (i), encircle the acreage of tobacco in column (7). In counties in which two types of tobacco are grown use a convenient blank column for the second type.

Note: In Nebraska and South Dakota label the box heading of column (7) "Restoration Land" and enter the net acreage of restoration land. Obtain the net acreage of restoration land by subtracting the sum of the entries in Section X of WCR-417a, items (1c), (3c), and (3a) from the sum of the entries in items (1a) and (3b).

- Column 8. Enter the acreage of potatoes or cotton from Section IV, item (4), column (h). Strike the name of the crop in the box heading which is not applicable. If the entry in item (4), column (i) is zero or no entry is shown, encircle the acreage of potatoes or cotton in column (8).
- Column 9. Enter the acreage of small grain mixtures containing wheat. This entry will be the sum of the acreage in Section III, column (c) for all fields described in column (d) as devoted to small grain mixtures containing wheat which are harvested for grain.
- Column 10. Enter the acreage of barley. This entry will be the sum of the acreage in Section III, column (c) for all fields described in Section III, column (d) as devoted to barley classified as a soil-depleting crop.
- Column 11. Enter the acreage of rye. This entry will be the sum of the acreage in Section III, column (c) for all fields described in Section III, column (d) as devoted to rye classified as a soil-depleting crop.
- Column 12. Enter the acreage of oats. This entry will be the sum of the acreage in Section III, column (c) for all fields described in column (d) as devoted to oats classified as a soil-depleting crop.
- Column 13. Enter the acreage of soybeans. This entry will be the sum of the acreage in Section III, column (c) for all fields described in column (d) as devoted to soybeans classified as a soil-depleting crop.

Column 14. Enter the acreage of commercial vegetables from Section IV, item (5), column (h). If the corresponding entry in column (i) is zero or no entry is shown, encircle the acreage of commercial vegetables for the farm.

Columns 15 to 17, inclusive. These columns will be used according to instructions furnished by the State committee.

Column 18. Enter the acreage of cropland devoted to old soil conserving crops. This entry will be the sum of the acreage in Section III, column (c) for all fields described in column (d) as devoted to lespedeza, biennial or perennial legumes and perennial grasses seeded prior to 1940 and used for hay, pasture, or harvested for seed, which is not otherwise classified as soil-depleting.

Column 19. Enter the acreage of cropland seeded in 1940 to new soil-conserving crops. This entry will be the sum of the acreage in Section III, column (c) for all fields described in column (d) as devoted to lespedeza, annual sweet clover, biennial or perennial legumes, annual rye grass and perennial grasses with or without a nurse crop provided the nurse crop is clipped, pastured, used for hay or used as a go-down crop in commercial orchards. The acreage of oats harvested for hay used as a nurse crop for any of the soil-conserving crops mentioned under this column will not be listed in column (19).

Column 20. Enter the acreage of oats harvested for hay. This entry will be the sum of the acreage in Section III, column (c) for all fields described in column (d) as devoted to oats harvested for hay and classified as a non-depleting crop.

Column 21. Enter the acreage of soybeans harvested for hay. This entry will be the sum of the acreage in Section III, column (c) for all fields described in column (d) as devoted to soybeans for hay and classified as a non-depleting crop.

Column 22. Enter the acreage of cropland devoted to other non-depleting crops and uses which are not listed in columns (18) to (21), inclusive. This entry will be the sum of the acreage in Section III, column (c) for all fields described in Section III, column (d) as devoted to non-depleting crops and uses other than those listed in columns (18) to (21), inclusive.

Note: It is suggested that in order to facilitate obtaining the correct entry for column (22) the acreage in fields from Section III be checked when such acreage enters into the sum of any acreage listed in columns (9) to (21), inclusive, of form NCR-438.

Column 23. Enter the total of the acreages for each farm listed in columns (18) to (22), inclusive.

Column 24. Enter the acreage of total soil-depleting crops from Section IV, item (9), column (h).

Column 25. Enter the corn acreage allotment. In case of a non-allotment farm encircle the entry.

Column 26. Enter the wheat acreage allotment. In the case of a non-allotment farm encircle the entry.

Column 27. Enter the tobacco acreage allotment from Section IV, item (3), column (i). Designate the type of tobacco in the box heading of column (27). In counties in which two types of tobacco are grown use a convenient blank column for the second type.

Column 28. Enter the potato or cotton acreage allotment from Section IV, item (4), column (i). Strike the name of the crop in the column heading which is not applicable.

Column 29. Enter the commercial vegetable acreage allotment from Section IV, item (5), column (i).

Column 30. Enter the total soil-depleting acreage allotment from Section IV, item (9), column (i).

SECTION II. Listing Soil-Building Practices

Before listing soil-building practices, the county committee should determine as nearly as possible the soil-building practices as set forth in NCR-401 which have been carried out in the county and enter practice numbers for such practices in the spaces provided in the headings of columns (31) to (44), inclusive. Practice numbers will be those set forth in NCR-401.

Under the practice numbers in the column headings, enter the word "acres", "pounds", "feet", or other measurements of performance whichever is applicable to each soil-building practice.

Columns 31 to 44, inclusive. Enter in the appropriate columns the total of the acres, pounds, or feet, or other measurements, as the case may be, for the respective soil-building practices performed on the farm. Soil-building practice entries will be obtained from Section III, columns (c), (e), (f), and (g) of form NCR-417, and where applicable, from form NCR-417a.

Column 45. Enter the total number of units of soil-building practices carried out on the farm. This entry will be the sum of column (g), Section III, form NCR-417, and wherever applicable, form NCR-417a.

Column 46. Enter the soil-building goal for each farm. The entry for column (46) will be obtained by dividing the entry from the farm computation sheet form NCR-425, Section II, item (10), column (c) by \$1.50.

SECTION III. County Summary

After all entries have been made on form NCR-438 for each farm to be listed on a sheet, obtain the sheet totals of all columns. The sheet total for column (1) should be the number of farms listed on the sheet. Obtain totals of the encircled entries in columns (5) to (8), inclusive, column (14) and columns (25) and (26) and encircle such totals. Obtain the number of encircled entries in columns (25) and (26) and enter the sheet totals of such entries under the respective columns.

Check the entries in columns (5) to (24), inclusive, by comparing the sum of the page totals of columns (23) and (24) with the page total of column (3). If the sum of the page totals of columns (23) and (24) does not equal the page total of column (3), check the individual entries and correct the error.

After all farms in a township have been listed, transfer the sheet totals from each of the preceding sheets to the last sheet for the township and obtain township totals of each of the columns. Under the sheet totals in the line marked, "Number of Farms upon which the Practice was Performed", enter under each practice the number of farms upon which each practice was carried out. Obtain the number of farms upon which no soil-building practices were carried out and enter in the appropriate space at the bottom of each sheet.

After the data have been listed for all participating farms in all townships in the county, label a separate form NCR-438, "County Summary" and enter on this sheet a county summary showing township totals of all entries including the number of farms upon which each soil-building practice was performed. After entries have been made for all townships in the county obtain county totals of all data on the county summary sheet. Check the county summary by comparing the sum of the entries of columns (23) and (24) with the sum of the entries in column (3). If the sum of the entries in columns (23) and (24) do not equal the sum of the entries in column (3) check the page and township totals of these columns and correct the error.

The following are the column headings of form NCR-438:

Farm No.	Acres in Farm:		Acres in Non-crop Open Pasture		Corn Planted		Wheat Classified		Tobacco or Cotton		Potatoes or Wheat Mixtures		Barley Rye		Oats Har. Grain		Soybeans Har. Grain		Com. Veg.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)					
SOIL-DEPLETING CROP ACREAGE																			
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